

## Oxfordshire Stroke Service

<b>Job Title:</b>	Band 6 ESD Occupational therapist – Oxfordshire Stroke Service
<b>Band:</b>	Band 6
<b>Hours:</b>	37.5 hours per week
<b>Accountable to:</b>	Matron/Clinical Lead for stroke
<b>Professionally responsible to:</b>	Band 7 ESD Therapist
<b>Organisation:</b>	Oxford University Hospitals NHS Foundation Trust

### **THERAPY WITHIN THE STROKE PATHWAY**

The Oxfordshire Stroke Pathway comprises of the Acute Stroke Unit (ASU) with hyper-acute and acute beds at the John Radcliffe Hospital in Oxford and the Early Supported Discharge Team (ESD). The therapy team consists of Occupational Therapists, Physiotherapists, Speech and Language Therapists, Dieticians and Rehabilitation Support Workers who work as a flexible integrated team across both services alongside the wider multidisciplinary team (MDT) of nursing, medical and care staff. The Oxfordshire Stroke Service provides rapid, acute and hyper-acute care, specialist assessment and early rehabilitation within the Stroke Unit while seamlessly facilitating the transfer of patients into their own homes continuing to support their on-going rehabilitation goals and care needs in the community.

The ESD service works in partnership with community care partners to facilitate delivery of enabling care and intensive functional rehabilitation across all areas of the patient's daily life 6 days a week. The ESD therapist can access medical and nursing support from the integrated MDT whilst also liaising closely with community services and patient's GP.

### **DUTIES AND RESPONSIBILITIES**

#### **MAIN PURPOSE OF THE POST**

- To work within the ESD team in partnership with the other ESD Team members as part of the wider Stroke Specialist Multidisciplinary Team to ensure the provision of a high quality therapy service to individuals with stroke both within the stroke unit and within the commissioned ESD geographical area.
- To support and deliver specialist assessment, planning and rehabilitation to a complex clinical caseload of patients who have had a stroke

- To be a stroke specialist resource for clinical staff to support the assessment, treatment planning and clinical interventions for the patient group
- To be involved with the collection and analysis of data to demonstrate inputs, efficacy and outcomes
- To maintain multi-disciplinary clinical notes that meet Trust and professional standards
- To be involved in weekly multi-disciplinary meeting discussions in relation to patients within the stroke pathway
- To contribute to the clinical research agenda of the stroke pathway
- To support all members of the therapy team and the assurance of competence within the MDT
- To work in partnership with the community care services to ensure the competence of all staff working with stroke survivors
- To work with other colleagues, as the occasion arises, in supporting the management and development of the Oxfordshire stroke pathway
- To work flexibly across the pathway to ensure that therapy resource maps to patient need
- To support the development, along with the other senior staff within the pathway, the profile of ESD with all relevant GP practices

## **Clinical:**

- To work as an autonomous practitioner within the stroke MDT to diagnose, assess, plan and implement patient specific programmes of evidence based care and rehabilitation and disability management
- To contribute to the continuous assessment of patients, including those with diverse or complex presentations, using clinical reasoning skills and employing a wide range of treatment skills
- To function effectively across a variety of environments (including the patient's home and the hospital) involving changing and demanding conditions as the need arises
- To use a comprehensive range of verbal and non-verbal communication tools to communicate effectively with patients and their families and carers, the diagnosis and treatment plan, which will include patients who may have difficulties with understanding or communication

- To evaluate, review and revise patient progress and adjust treatment programmes appropriately
- To involve patients in goal setting and treatment planning
- To gain valid informed consent and to work within the relevant legal framework with patients who lack capacity to provide informed consent
- To be responsible for own time management and the prioritisation of caseload
- To supervise the practice of and delegate appropriate duties to specialist and non-specialist care and rehabilitation support workers
- To attend clinical meetings, liaise closely both verbally and in writing with the multi-disciplinary team, patient and carers to ensure continuity and integration of patient treatment
- To participate in the clinical education and support of other members of the MDT, patients, carers, and students
- To manage clinical risk within own patient caseload and in partnership with the wider MDT
- To be able to manage stressful, upsetting or emotional situations in an empathetic manner and support other members of the MDT, clients and their families
- To develop partnership working with all relevant agencies/services/individuals to support optimum management of the identified client group
- To work flexibly and be able to adjust to the constantly changing demands of the service
- To participate in regular weekend working within the stroke pathway, including ESD and the acute stroke unit

## **Management and Leadership**

- Act as a positive role model to all staff by behaving in a professional manner at all times and adhering to Trust policies and procedures.
- Act as a professional advocate for patients with a diagnosis of stroke and families/carers.

- Provide managerial direction and support to junior colleagues within the team in the delivery of the service, anticipating and planning for seasonal trends whilst maintaining a cohesive team structure and effective use of resources.
- To deputise in the absence of the Band 7 therapists and develop skills for a seamless transition of role, including attending and contributing to departmental meetings in their absence.
- Act as a resource/advisor on issues to the patient, their family/carers and other health professionals throughout the stroke pathway.
- Lead on specific, identified service development projects, making recommendations, developing best practice guidelines and policies based upon a robust evidence base gained from risk assessments, audits and literature reviews.
- Participate and lead on any change management identified to improve the care of stroke patients.
- Complete timely appraisals and development reviews for registered and non-registered staff, in conjunction with the Band 7 therapists, ensuring there is reference to service objectives based upon agreed Trust competencies.
- Work with team to develop individual professional development plans and support and monitor progress.
- Manage performance issues adhering to Trust policy.
- Manage individual sickness absence according to Trust policy.
- Be responsible for risk assessment and health and safety for self, team and service users in all settings.
- Time manage your own workload appropriately to meet the needs of the service and its users.
- Produce accurate and detailed service information for auditing purposes.

## **Organisational:**

- To contribute to the development of a needs-led service with emphasis on specialist protocols and care pathways
- To be aware of budgetary and resource considerations for the service
- To achieve the effective daily management of a caseload of patients including responding to urgent referrals, prioritising clinical work and balancing other patient related and professional activities in accordance with departmental standards
- To work within the policies of the Trust
- To contribute to the qualitative and quantitative audit of the service and ensure accurate information is maintained at service and organisational level
- To collect and collate accurate statistical information
- To be involved in recruitment selection and deployment of appropriate grades of clinical and non-clinical staff across the pathway
- To participate in the induction of new staff across the pathway
- To contribute to and support policy changes concerning the management of patients within the pathway and to assist the therapy leads in providing an effective service
- To maintain an accurate and evaluative record keeping system for own clinical caseload and to be responsible for ensuring that junior staff, non-registered staff and students are maintaining service standards
- To lead specific pieces of developmental work and quality improvement projects

## **Educational:**

- To be responsible for maintaining own competency to practise through CPD activities and maintain a portfolio which reflects personal development. This will also support requirements for registration with the appropriate professional organisation
- To support own competency development, promoting professional growth, which will include background reading, attending and leading in-service training and lectures
- To comply with mandatory and core clinical training requirements
- To participate in the staff appraisal scheme as an appraisee and, as appropriate, appraiser and to be responsible for complying with agreed personal development programme

- To undertake clinical supervision/mentorship of junior staff, assistants and students
- To assist in the professional development of more junior members of staff on rotation through the Stroke Pathway
- To be a clinical educator and mentor to undergraduates from a multi-professional background across the stroke pathway
- To have an understanding and awareness of national and local standards and monitor quality as appropriate

## **Health and Safety:**

- To be responsible for the health and safety of self and patients, while working to all Trust Health and Safety policies
- To be aware of and follow the Health and Safety guidelines in your work area, including prompt recording and reporting of accidents or incidents to senior staff
- To be able to undertake frequent repetitive activities as part of assisting patients in rehabilitation
- To be responsible for safety and cleaning of specific equipment in line with Trust policy prior to use or issue
- To contribute to the protection of vulnerable adults from abuse
- To be aware of health and safety implications of intermittent exposure to specific working conditions including contact with bodily fluids, infectious diseases, verbal and physical aggression and domestic pets and to make risk assessments relating to each of these
- To be aware of specific guidance relating to lone working

## **Professional:**

- To work in accordance with policies, protocols and standards as determined by the Trust and applicable Codes of Professional Conduct
- To comply with the Trust and professional manual handling policies and local therapeutic handling guidance at all times
- To ensure that appropriate risk assessments are undertaken and acted upon

## Responsibilities for Health & Safety

The post holder is responsible for ensuring that all duties and responsibilities of this post are carried out in compliance with the Health & Safety at Work Act 1974, Statutory Regulations and Trust Policies and Procedures. This will be supported by the provision of training and specialist advice where required.

## Infection Control

Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

All staff employed by the ORH Trust have the following key responsibilities:

- Staff must wash their hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient contact.
- Staff members have a duty to attend mandatory infection control training provided for them by the Trust.
- Staff members who develop an infection (other than common colds and illness) that may be transmittable to patients have a duty to contact Occupational Health.

This job description is not exhaustive and the Trust or the Therapy Services may require the post holder to work to the demands of the service that may be different or in addition to what is outlined in this description.

## I agree to the above job description:

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Managers**  
**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

## Oxfordshire Stroke Service

### Person Specification - Senior Occupational Therapist

	Essential	Desirable
Education / Qualification	<ul style="list-style-type: none"> <li>Occupational Therapy qualification (degree or equivalent)</li> <li>Current registration as an occupational therapist with the Health Professions Council (HCPC)</li> <li>Evidence of Continuing Professional Development (CPD) portfolio</li> </ul>	<ul style="list-style-type: none"> <li>Membership of professional body</li> <li>Membership of Occupational Therapy Specialist Section for Neurological Practice (SSNP)</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Relevant and stroke or neuro experience</li> <li>To have worked as an occupational therapist for at least three years</li> <li>Experience of working within a multi-disciplinary team</li> <li>To have a good understanding of rehabilitation</li> </ul>	<ul style="list-style-type: none"> <li>To have a good knowledge of community services</li> <li>Previous experience at Band 6 level</li> </ul>

Skills, Knowledge and Abilities	<ul style="list-style-type: none"> <li>• Ability to work as autonomous practitioner</li> <li>• To have an appropriate knowledge and interest in rehabilitation.</li> <li>• To have an understanding of Intermediate Care Services and interdisciplinary working</li> <li>• To have excellent English verbal and written communication skills</li> <li>• To be IT literate</li> <li>• To show evidence of sound problem solving skills</li> <li>• To be able to work collaboratively as part of a team and across organisational boundaries.</li> <li>• To be flexible and responsive to the changing demands of the service.</li> <li>• To liaise effectively with other members of the multi professional team across all settings including primary care</li> </ul>	<ul style="list-style-type: none"> <li>• To be aware of the national and local standards and targets for this group of patients</li> <li>• To have Manual Handling knowledge and skills in community settings</li> <li>• To have experience of audit and service evaluation</li> <li>• To have experience of working with patients with other neurological conditions</li> <li>• To have experience of supervising student placements</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>• Able to challenge and be challenged in a culture of continuous service improvement</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Car driver with car available for work</li> </ul>	
Equal Opportunities	<ul style="list-style-type: none"> <li>• Understanding of and commitment to Equal Opportunities</li> <li>• Able to demonstrate a consistent commitment to national and local requirements for diversity, privacy and dignity and patient choice</li> </ul>	